

# AIRFIELD OPERATIONS

## UMODD02



# Objective



- Know the roles and responsibilities of the different areas involved in the departure/arrival airfield operations process.

# References

DOD 4500.0-R, DTR, Part III, *Mobility*

FM 55-9, *Unit Air Movement Planning*

FM 3-35.4, *Deployment Fort-to-Port*

FORSCOM/ARNG Reg 55-1, *Unit Movement Planning*

# Overview

- Facilitating Agencies
- APOE Operations
  - Marshaling Area
  - Alert Holding Area
  - Call Forward Area
  - Ready Line / Loading
  - Ramp Area
- APOD Operations



# FACILITATING AGENCIES

PRES /SEC DEF  
USTRANSCOM  
AMC  
CRE

UMC  
A/DACG



# Aerial Movement

- Most units will ship their equipment & supplies via ocean vessels to SPOD & airlift unit personnel to an APOD
- Selected units (airborne, light forces) plan for deploying both equipment & personnel by airlift.

# Deployment Authority

- The decision to deploy military forces originates with the PRES/SEC DEF
- The CJCS issues the deployment order
- Deployment order addressed to appropriate Unified Commands and the Services

# USTRANSCOM

- USTRANSCOM provides global land, sea & air transport to deploy and sustain forces



# Air Mobility Command (AMC)

- AMC is USTRANSCOM component command that provides strategic airlift

AMC uses organic and commercial airlift assets

AMC's Contingency Response Element (CRE) coordinates loading & off-loading operations at aerial ports



# Contingency Response Element (CRE)

- Provisional, deployed Air Mobility Command (AMC) element established at fixed, en route and deployed locations where AMC operational support is non-existent or insufficient
  - Composed of mission support elements from various units (task organized)

# Contingency Response Element (CRE) cont

- Responsibilities

- Act as primary USAF POC at airfield
- Provides technical assistance
- Obtains/relays airflow information
- Control aircraft
- Conducts JI with DACG
- Validates load plans/pax manifests
- Provides MHE/CHE when required
- Controls and supervises load teams
- Provides continuing onsite management of airfield operations including weather information, C3I, security and maintenance



# Deploying Unit Movement Instructions

- Deploying unit's higher headquarters issues movement orders/instructions based on CJCS & MACOM deployment orders/directives:
- Guidance may include:
  - Date/times for movement from HS to APOE
  - Equipment to deploy
  - Special logistical & soldier support instructions

# UMC - Air Movement Responsibilities

- UMC
  - Primary installation POC for airlift operations and coordinating airlift requests
  - Maintains coordination with deploying unit, Army MACOM or ASCC, & AMC POC for aircraft departure times and mission changes
  - Coordinates (along with ITO) installation support for movement to and activities at APOE

## Arrival/Departure Airfield Control Group A/DACG

- Mission is to coordinate and control the outloading and reception of units during deployment/redeployment
- Normally an ad hoc organization provided by a supporting installation
- Size and capabilities are mission dependent
- Task organized, consisting of non-deploying personnel and equipment
- Cargo Transfer Companies are best suited to perform this mission
- Installation providing A/DACG pre-designated by FORSCOM

# A/DACG Assignments

## Ref: FORSCOM/ARNG Reg

55-1 pg. 72

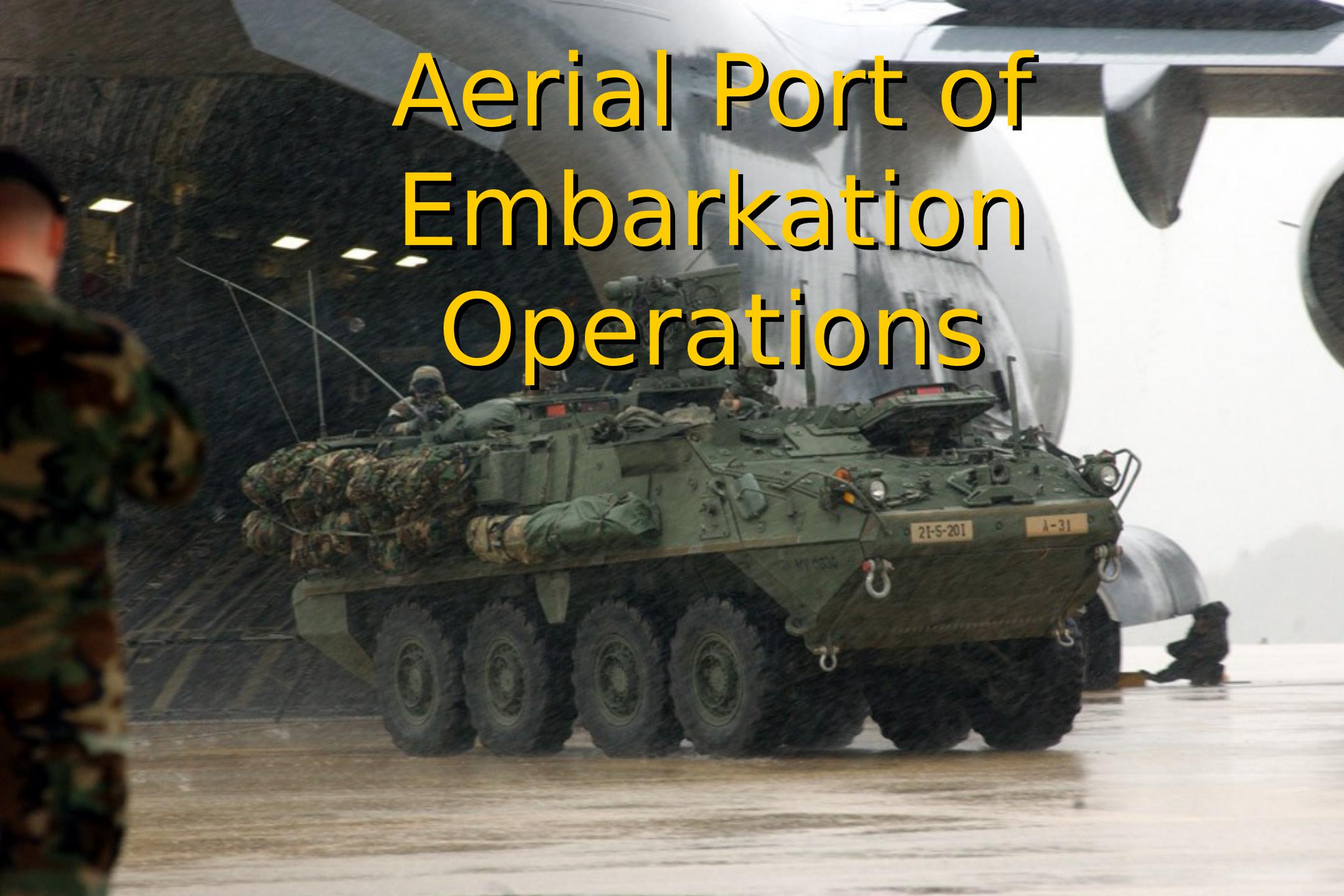
<u>Installation</u>	<u>APOE</u>	<u>APOE</u>	<u>APOE</u>	<u>APOE</u>
<u>Peacetime</u>	<u>Peacetime</u>	<u>Mobilization</u>	<u>Mobilization</u>	<u>Installation</u>
<u>Mobilization</u>	<u>Lawson AAF</u>		<u>Lawson AAF</u>	
<b>Fort Benning</b>		<b>Lawson AAF</b>		<b>Fort McCoy</b>
<b>Volk Field</b>	<b>Volk Field</b>			
<b>Fort Bliss</b>	<b>Biggs AAF</b>	<b>Biggs AAF</b>		<b>Mitchell Field</b>
<b>Mitchell Field</b>				
<b>Fort Belvoir</b>		<b>Andrews AFB</b>	<b>Andrews AFB</b>	<b>Fort McPherson</b>
<b>Dobbins AFB</b>		<b>Dobbins AFB</b>		
<b>Fort Bragg</b>		<b>Pope AFB</b>	<b>Pope AFB</b>	<b>Hartsfield-Jackson</b>
<b>Hartsfield-Jackson</b>				
<b>Fort Buchanan</b>		<b>Roosevelt</b>	<b>Roosevelt</b>	<b>Intl</b>
<b>Intl</b>				
<b>Dover AFB</b>	<b>Rds NAS</b>	<b>Rds NAS</b>	<b>Fort Meade</b>	<b>Dover AFB</b>
<b>Fort Campbell</b>				<b>Fort Polk</b>
<b>Alexandria Intl</b>		<b>Campbell AAF</b>	<b>Campbell AAF</b>	
<b>Fort Carson</b>		<b>Alexandria Intl</b>		
<b>Forbes Field</b>		<b>Peterson AFB</b>	<b>Peterson AFB</b>	<b>Fort Riley</b>
<b>Forbes Field</b>		<b>Forbes Field</b>		
<b>Fort Dix</b>	<b>McGuire AFB</b>		<b>McGuire AFB</b>	<b>Fort Rucker</b>
<b>Eglin AFB/</b>	<b>Eglin AFB/</b>			
<b>Fort Drum</b>	<b>Wheeler-Sack AAF</b>	<b>Wheeler-Sack AAF</b>		<b>Hurlburt Field</b>
<b>Hurlburt Field</b>				
<b>Fort Eustis</b>		<b>Langley AFB</b>	<b>Langley AFB</b>	<b>Fort Sam Houston</b>
<b>Lackland AFB</b>		<b>Lackland AFB</b>		
<b>Fort Hood</b>	<b>Robert Gray AAF</b>	<b>Robert Gray AAF</b>	<b>Fort Sill</b>	<b>Altus AFB</b>
<b>Fort Huachuca</b>		<b>Davis-Montham</b>	<b>Davis-Montham</b>	<b>Altus AFB</b>
<b>Lawton/Ft Sill</b>				<b>Lawton/Ft Sill</b>
	<b>AFB</b>	<b>FB</b>	<b>15</b>	<b>Regional</b>
				<b>Regional</b>

# Arrival/Departure Airfield Control Group A/DACG

- **Responsibilities (cont)**

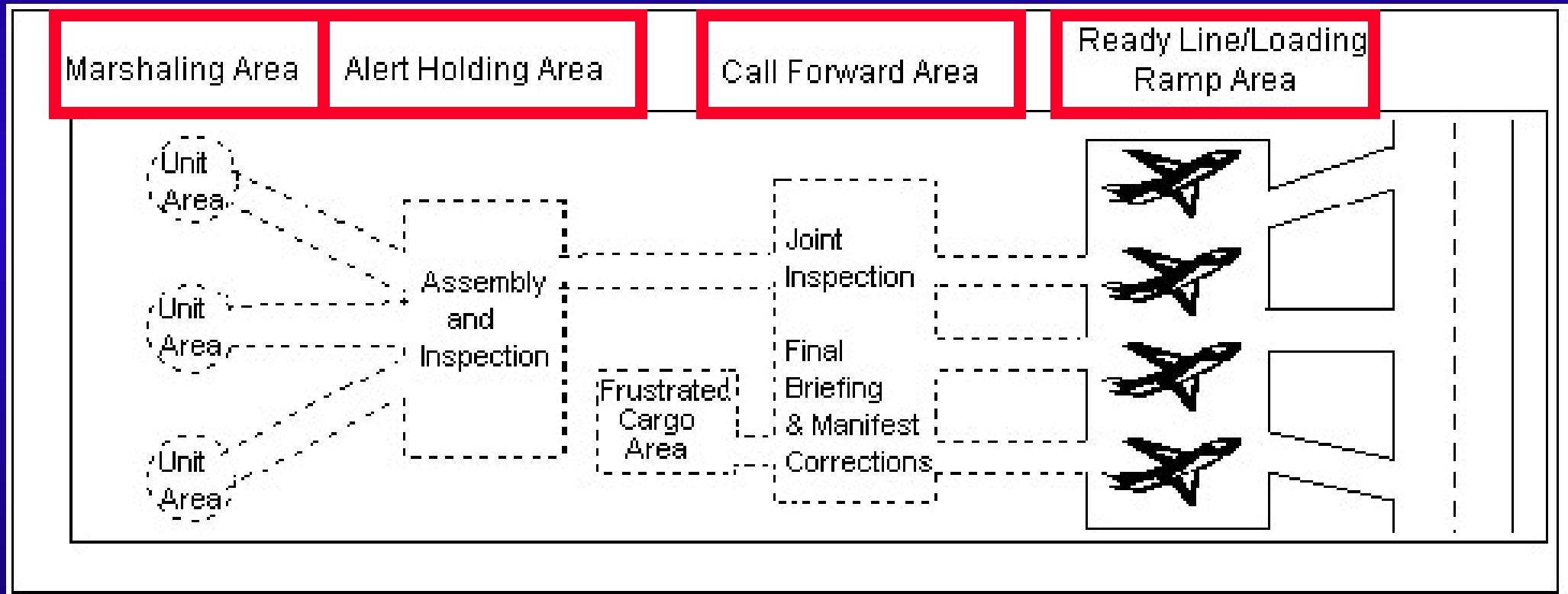
- Control flow of troops/cargo at airfield
- Act as unit's primary POC at airfield
- Coordinate log support at airfield
- Pre-inspect acft loads and documentation
- Conduct Joint Inspection w/Air Force rep
- Coordinate and control acft load teams
- Coordinate and control MHE/CHE, as req'd
- Compile and report statistical data

# Aerial Port of Embarkation Operations



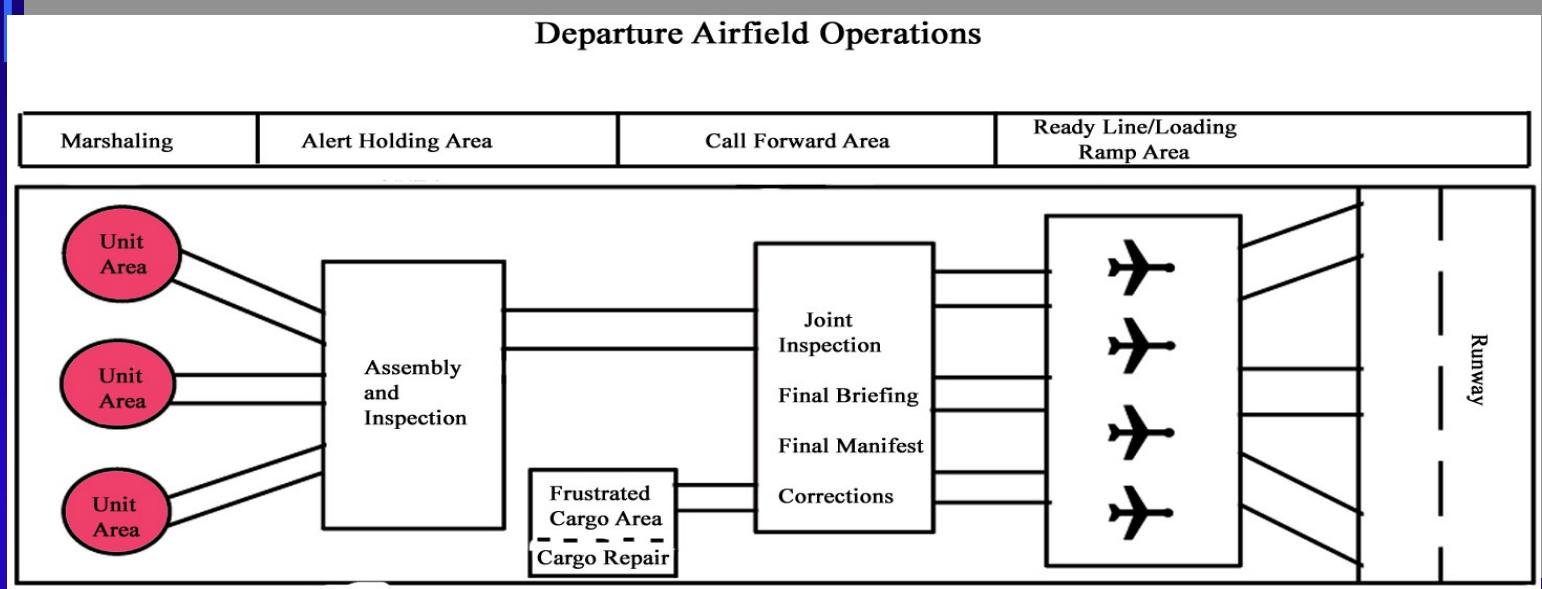
# Notional APOE

- Aerial Port of Embarkation consists of four functional areas



Ref: FM 3-35.4, p.4-11

# Notional APOE Marshaling Area



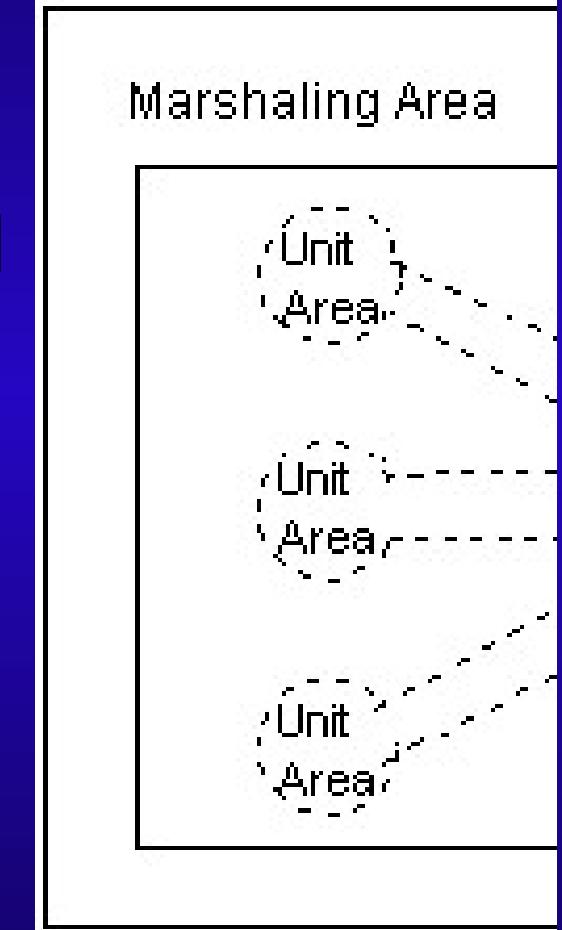
- Select equipment and supplies
- Documentation of Cargo and Personnel
- Initial Assembly
- Personnel Readiness
- Identify Troop Commander and Cargo Custodian

# Marshaling Area

- **Marshaling area**

Located at or in the vicinity of the ~~airfield~~ Location should not cause unnecessary congestion at the airfield or undue hardship to the deploying unit Deploying unit area of

- ~~responsibility~~ final preparations for air movement
- DOD 4500.9R - Part III Mobility details requirements and procedures for marshaling of cargo



# Marshaling Area Responsibilities

- **Deploying units responsibilities** include:
  - Establish liaison with DACG
  - Perform preparation of vehicles & equipment (including HAZMAT and customs documentation)
  - Prepare passenger & cargo manifests
  - Assemble personnel, vehicles, supplies & equipment into plane loads (chalks)
  - Ensure planeload/troop commanders appointed, briefed & escorts assigned (if required)

# Troop Commander

- One per aircraft, normally the senior ranking individual

## Duties:

- Attend pre-flight passenger briefing
- Check all passengers for unauthorized material which could present a flight hazard (eg ammunition, fuel, etc) - recommended than an amnesty box be established in Marshaling or Alert Holding Areas
- Assume control of all passengers listed for movement on the flight and make sure all are informed of formations, expected departure and reporting
- Be readily available to the DACG at all times



# Troop Commander (cont)

## Duties (cont):

Perform a roll call prior to loading - report no-shows to DACG so manifest can be corrected

Ensure personnel have placed their baggage on the proper vehicle or 463L pallet for movement to the aircraft

Supervise passenger loading under the guidance of the Loadmaster (each individual appearing on the manifest boards the aircraft)

Brief passengers to secure belongings

If passenger removed from flight, ensure the passenger's baggage is also removed

Collect all weapons, magazines (if not empty) and unsecured/non-palletized ammunition before the anti-hijack briefing - brief the loadmaster on details of all ammunition carried

# Troop Commander (cont)

## Duties (cont):

- Conduct anti-hijack inspection of all assigned troops - certify completion of inspection on Block 6 of DD Form 2131 (Passenger Manifest)
- Maintain in-flight discipline of all passengers
- Control the issue of in-flight rations to troops
- Help maintain cleanliness and safety in the aircraft
- Coordinate en-route station requirements (including scheduled offload of passengers and another anti-hijack inspection)
- Brief passengers regarding local restrictions for en-route stops
- Coordinate billeting and food for en-route stops for unit personnel
- Designate guards for personnel effects and equipment left

# Troop Commander (cont)

## Duties (cont):

- Ensure awareness and composition and location of any hazardous material on aircraft
- At destination maintain control of passengers and arrange assistance for offloading baggage and/or cargo as required
- Maintain and complete Planeload/Troop Commander's itinerary (details number of passengers, when, where and for how long the aircraft stopped enroute and details of any delays)

# Cargo Custodian

Two per aircraft (identified as such as passenger manifest)

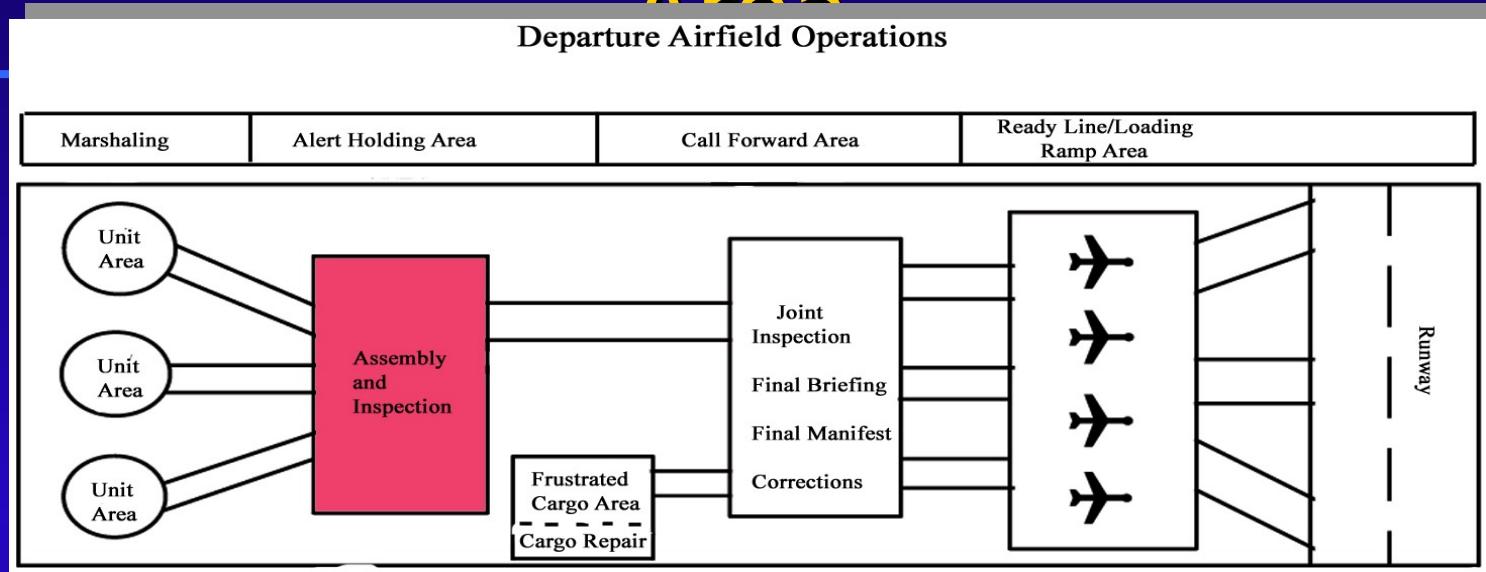
Duties:

- Before departure obtain copies of cargo manifest
- Familiarize themselves with properties of any hazardous material aboard the aircraft
- Be prepared to assist the flight crew in cargo related emergencies
- Know the priority of the cargo on board in case of the event of an en route offload (one custodian will remain with the cargo if any portion is off-loaded at an en route base - the other will remain with the aircraft)
- Make necessary arrangements to protect the cargo once the aircraft has landed - hand<sup>over</sup> over cargo manifest to

# Marshaling Area Responsibilities (Cont)

- ~~DACG responsibilities~~ include:
  - Establish liaison with unit & CRE
  - Coordinate with CRE for USAF technical assistance for deploying unit
  - Call unit chalks forward to Alert Holding Area

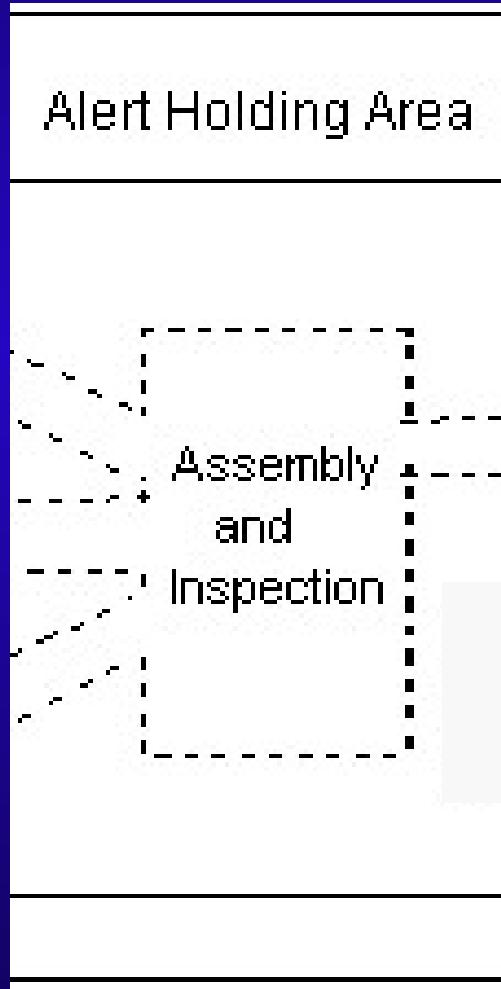
# Notional APOE Alert Holding Areas



- Control Transferred (Unit to DACG)
- Final Preparation (including cargo and personnel documentation) and assembly of personnel, cargo and equipment into chalks (loads)

# Alert Holding Area

- Alert Holding Area
  - DACG area of responsibility
  - Equipment, vehicle and passenger control area
    - Equipment & documentation is pre-inspected



# Alert Holding Area Responsibilities

- Deploying units responsibilities include:
  - Ensure chalks arrive in Alert Holding Area when scheduled
  - Completes final preparation and assembly of personnel, cargo and equipment into individual chalks
  - Provide DACG with passenger/cargo manifests, load plans and other required documentation
  - Correct any unit chalk discrepancies identified during pre-inspection then pass control of unit chalks to the DACG

# Alert Holding Area Responsibilities

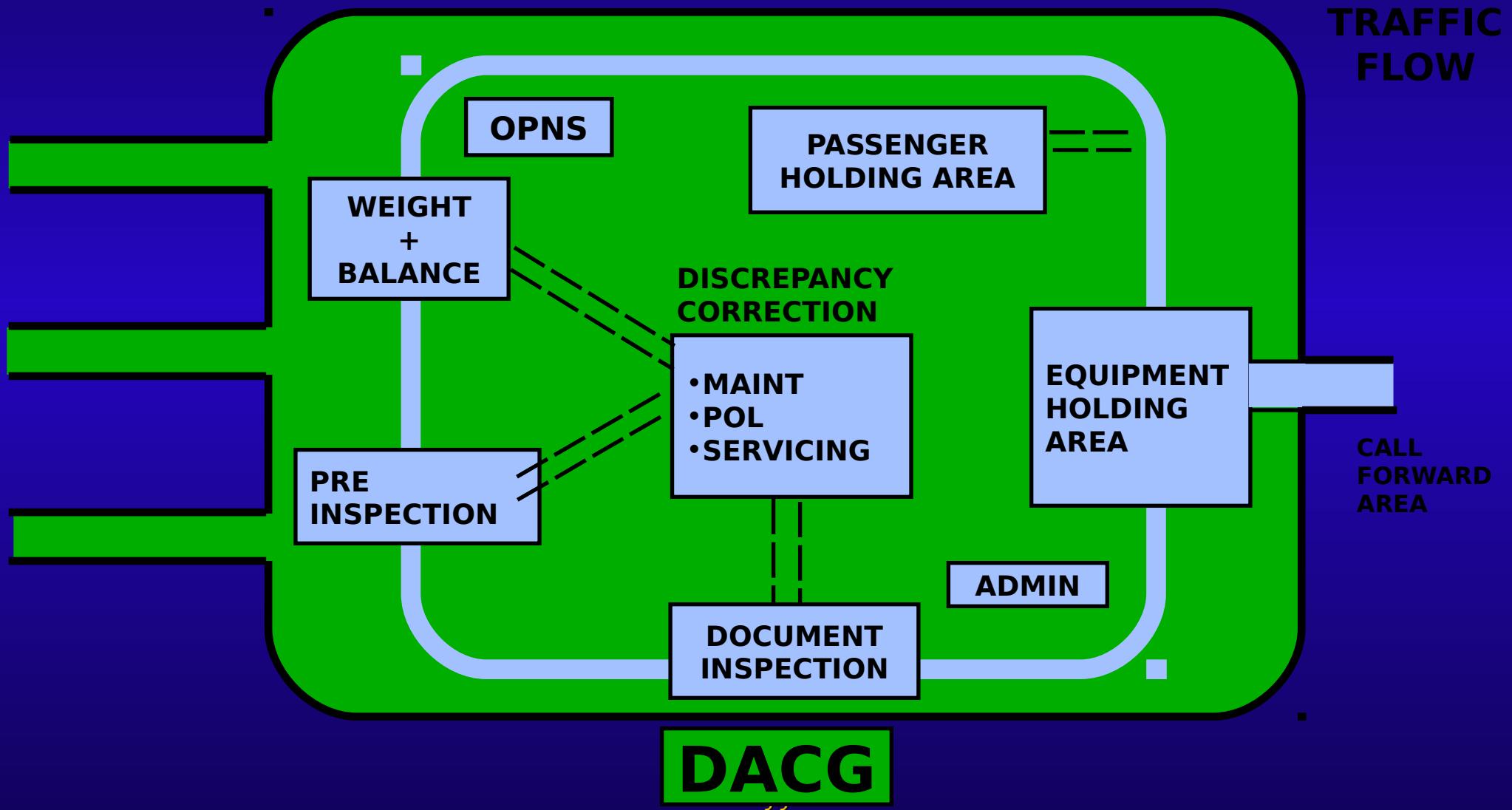
- DACG responsibilities (Cont)
  - Ensure the unit loads arrive at the Alert Holding Area **on time**
  - Receives, inventories and controls aircraft loads as they arrive in the Alert Holding Area
  - Inspect chalks for completeness and correct preparation
  - Inspect documentation for accuracy & completeness
  - Inspect HAZMAT for proper loading and documentation
  - Verify accuracy of weight & center of balance
  - Establish a discrepancy correction area

# Alert Holding Area Responsibilities

**(Cont)**

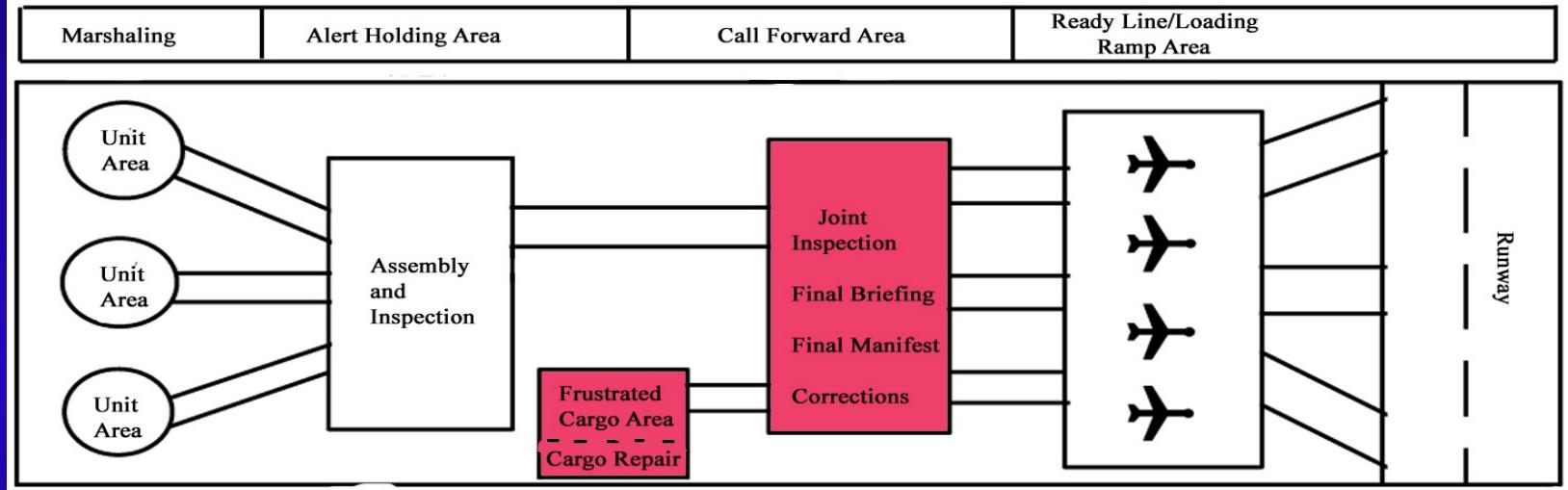
- DACG responsibilities include: (Cont)
  - Provide limited maintenance, POL & related services, as required to complete the out-loading mission
  - Coordinate MHE support as needed
  - Direct chalks to the Joint Inspection area (Call Forward Area)

# ALERT HOLDING AREA



# Notional APOE Call Forward Area

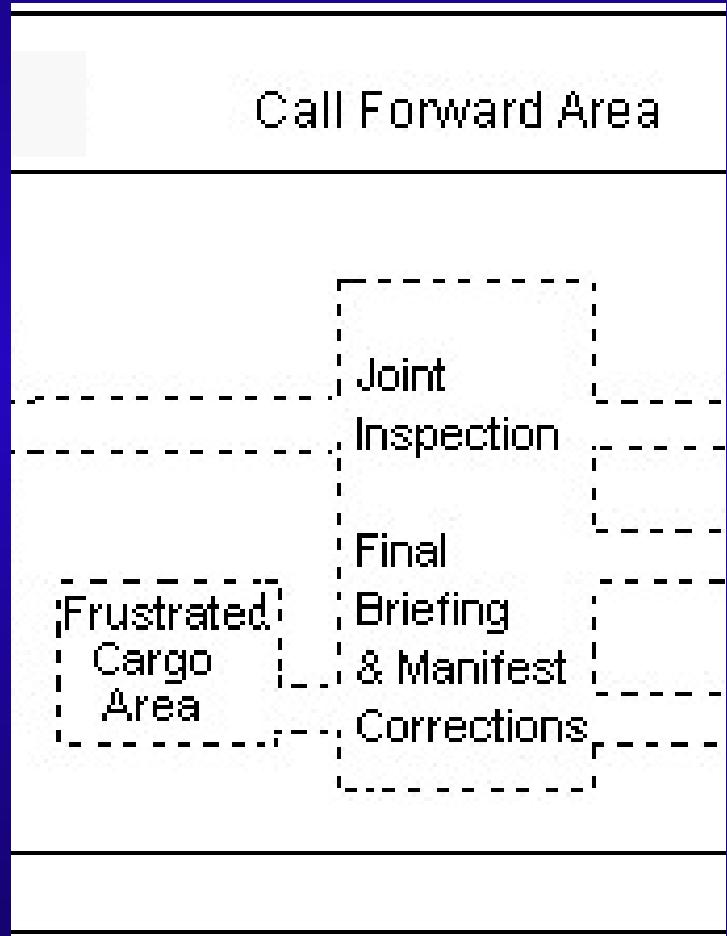
## Departure Airfield Operations



- Where Joint Inspection (DD Form 2133) between the deploying unit, the DACG and the CRE is conducted and discrepancies corrected
- Frustrated Cargo Area

# Call Forward Area

- Call Forward Area  
Dual area of responsibility between DACG & CRE
  - Used for Joint Inspection of deploying equipment & documentation



# Call Forward Area

- Joint Inspection
  - Final check to ensure all cargo and equipment is properly prepared and documented for safe and efficient air shipment
  - Improperly prepared equipment will be sent to the Frustrated Cargo Area and will not be released for airlift until all discrepancies are corrected by the deploying unit
  - Any cargo sent to the Frustrated Cargo Area will have to be re-inspected before being accepted for further movement
  - Incomplete chalks will not be accepted for Joint Inspection (JI)

# Call Forward Area



## Timelines

- Cargo and equipment loads will be available for JI six (6) hours prior to aircraft departure
- Personnel will be available for passenger briefings and manifest checks three (3) hours prior to aircraft departure

# Call Forward Area Responsibilities

- **DACG responsibilities:**
  - Maintain communications with unit & CRE
  - Ensure unit passenger/cargo manifests are correct (final changes made)
  - Provides passenger holding area, if necessary
  - Ensure deploying unit adheres to the established movement time-tables
  - In coordination with deploying unit, ensure all discrepancies identified during joint inspection with CRE are corrected
  - Maintain final corrected copy of each passenger/cargo manifest and inspection record

# Call Forward Area Responsibilities

- DACG responsibility (Cont)
  - Provide load team personnel & support equipment (MHE, pusher vehicle)
  - Ensure load team members are properly outfitted with safety equipment
  - Escort unit chalks to ready line & ensure all unit personnel are briefed on flight line safety procedures and requirements
  - Provide limited logistics support (fueling/defueling, maintenance) for deploying units

# Pusher Vehicle

**Any type of vehicle modified with a front mounted pintle hook**

**Allows the driver to have a direct view of the trailer as it is moved onto the aircraft.**

**Quicker and safer than having the driver back the trailer onto the aircraft**

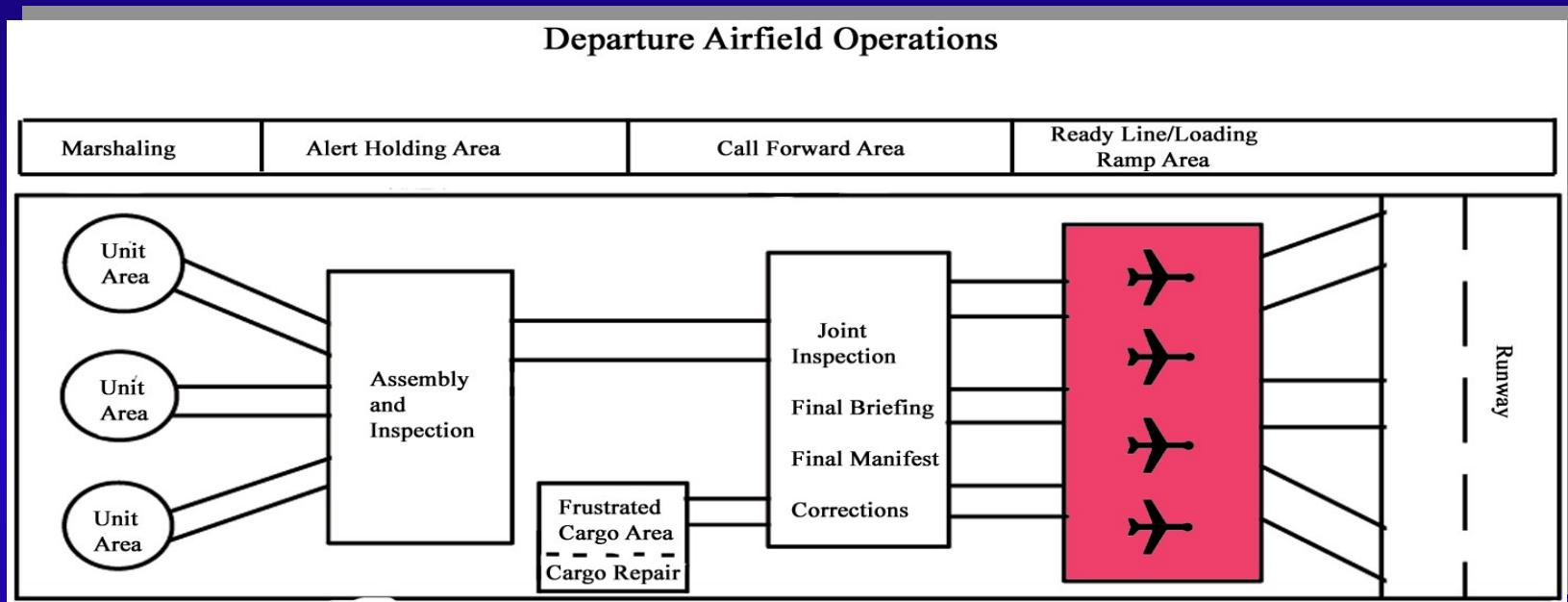


# Call Forward Area Responsibilities

- CRE responsibilities (incomplete)

- Coordinate with DACG on any changes due to aircraft configuration or availability
- Provide airflow information to the DACG
- Conduct joint inspection with unit & DACG
- Provide final passenger/driver briefing for on/offload procedures and for flight line safety
- Provide team chief for each aircraft load team
- Notify DACG when to dispatch unit chalks to the loading ramp/ready line area

# Notional Ready Line/Loading Ramp Area



- Control of units transferred from DACG to CRE (AMC)
- Cargo isolated in separate holding area - no additions or deletions after Joint Inspection (if changed another JI required)
- Cargo and Personnel Loading
- Ramp Operations

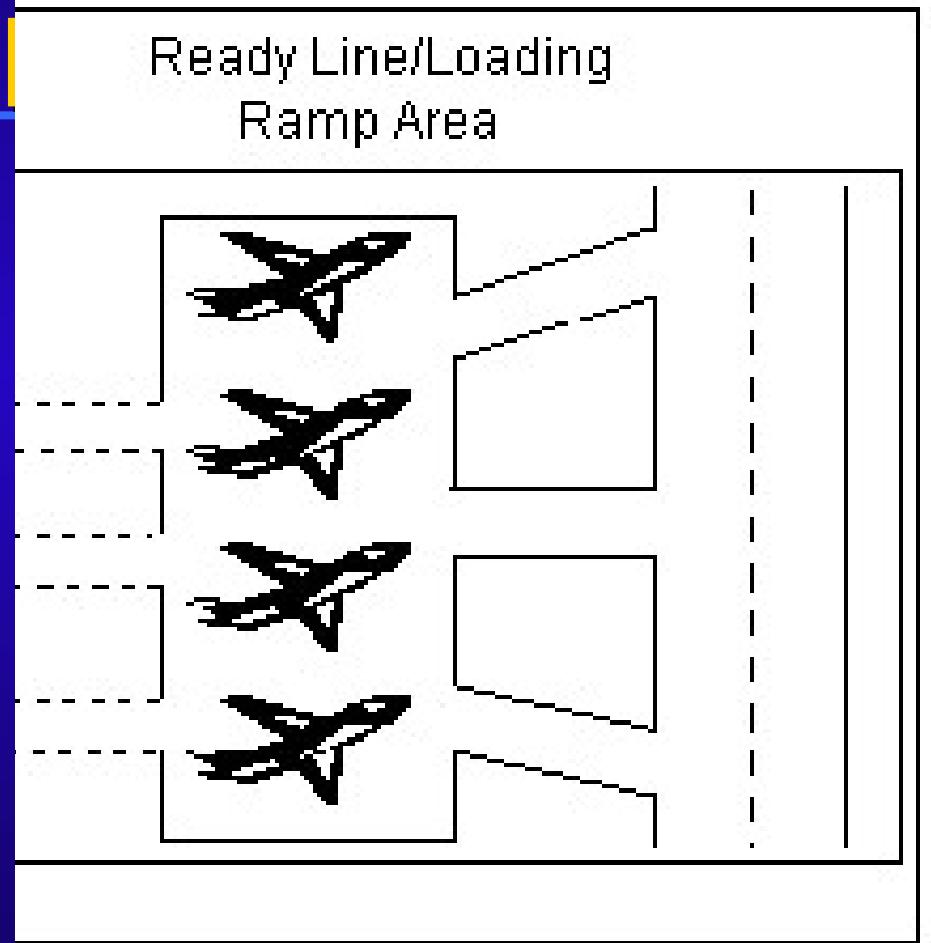
# Notional APOE -- Ready Line/Loading

- Ready Line/  
Loading Ramp Area

CRE area of  
responsibility

- CRE controls all passengers/carg  
o  
& stages chalks  
for aircraft  
loading

## Ramp



# Ready Line / Loading Ramp

- ~~Plane load or Troop Commander responsibilities~~  
~~Controls aircraft passengers~~  
  - Retains copy of final passenger/cargo manifest
  - ~~Provide~~ unit assistance, as required, to assist load master in securing vehicles
  - Ensures vehicle drivers follow loadmaster instructions for loading equipment

# Ready Line / Loading Ramp Responsibilities (Cont)

- DACG responsibilities
  - Transfers control of chalks to the CRE
  - Provides load teams to assist in loading and securing aircraft loads
  - Maintains coordination with the deploying unit representative and the CRE

# Ready Line / Loading Ramp Responsibilities (Cont)

- **CRE responsibilities:**
  - Establish aircraft parking plan
  - Accept chalks from DACG & load aircraft
  - Ensure each chalk is positioned to its aircraft
  - Ensure all drivers briefed on flight line safety
  - Maintain liaison with aircrew and DACG
  - Maintain communications with unit & DACG

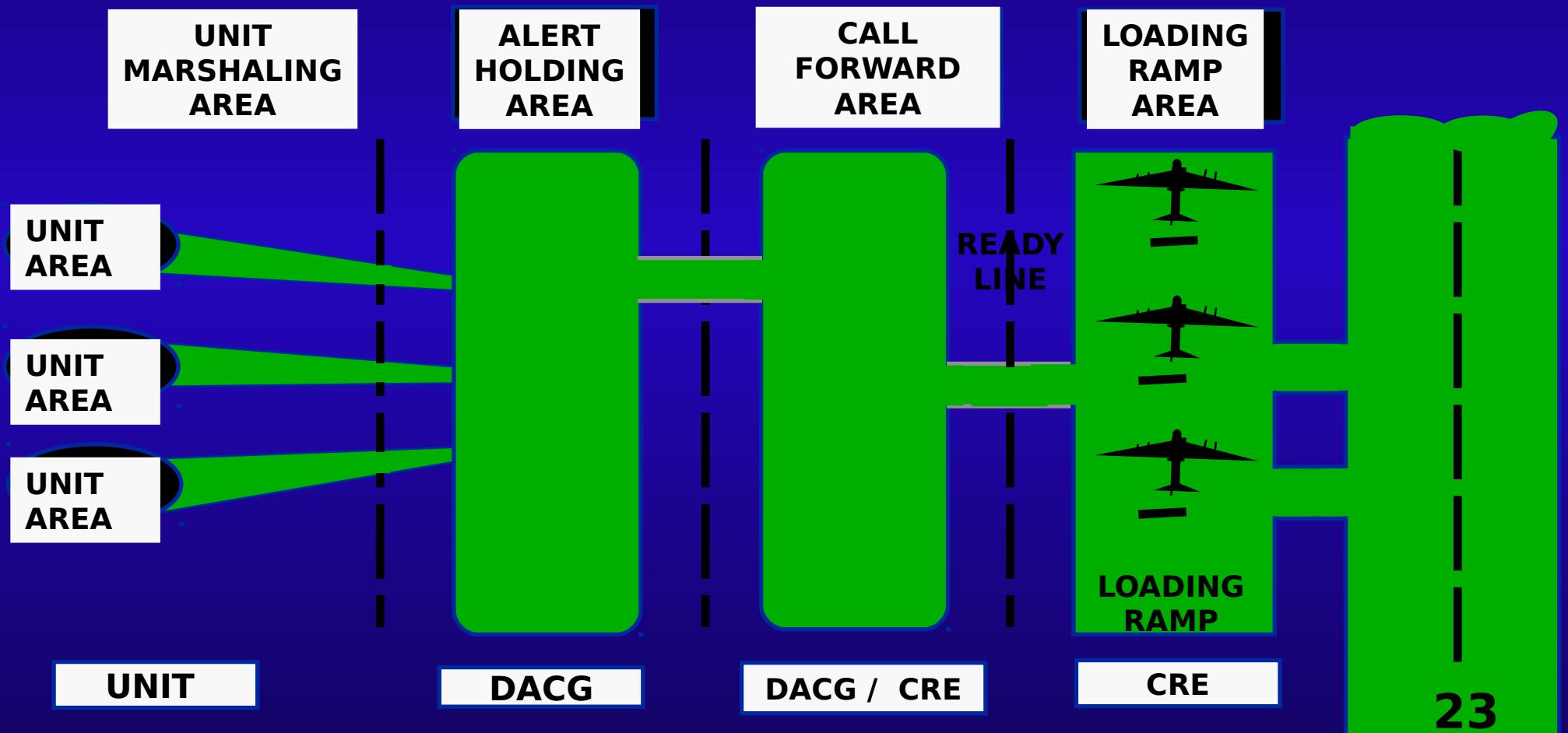
# Ready Line / Loading Ramp Responsibilities

(Cont)

- CRE responsibilities (Cont):

- Coordinate with aircraft loadmasters & ensure that loads are placed aboard the aircraft in time to meet the scheduled departure
- ~~Departure~~ operate MHE, if required
- Escort passengers to aircraft
- Provide loadmaster with required copies of passenger/cargo manifests

# APOE Control Diagram



# Aerial Port of Debarkation Operations



# Arrival Airfield Control Group AACG

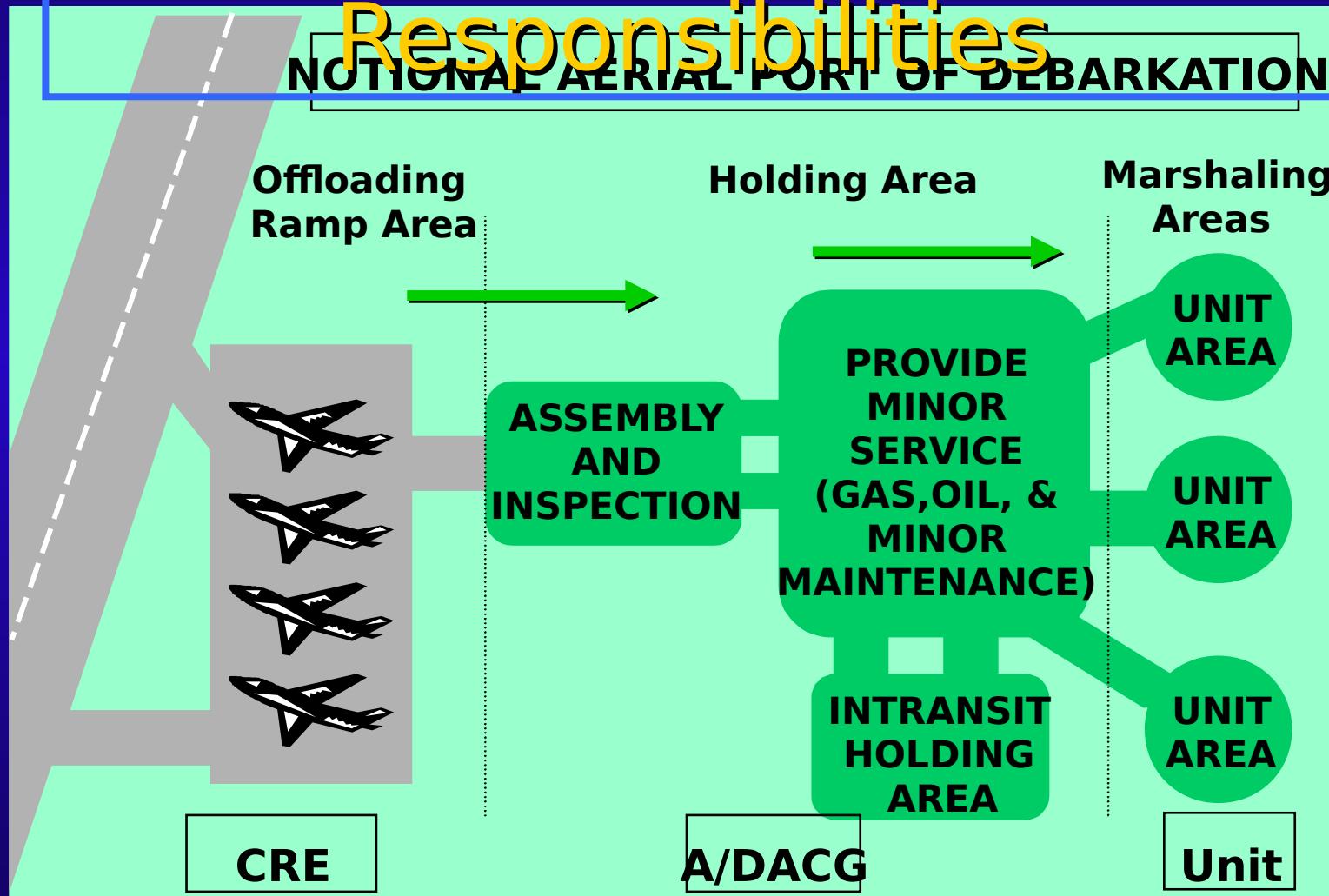
- Performs similar functions to DACG, except it is primarily concerned with offloading operations
- Prepositioned



# APOD Operations -- Key Organizations and Activities

- Arriving unit interfaces with and is supported by:
  - USAF Aerial Port Squadrons (APS) or Tanker Airlift Control Elements (CRE)
  - Arrival/Departure Airfield Control Group (A/DAC)
  - Movement Control (Movement Control Agency)
  - Aerial Port Movement Control Team (APMCT)
- Designated support organizations from receiving command and host nation support

# APOD Operations -- Airfield Functions and Responsibilities



# APOD Operations -- Offload Ramp Area

- CRE operations and responsibilities
  - CRE operates the airfield
  - CRE is responsible for ramp operations and aircraft parking
  - Supervises off-load operations
  - Provide offload equipment (e.g. MHE) as required
  - Releases aircraft loads to A/DACG control

# APOD Operations – Offload Ramp Area

(Cont)

- A/DACG operations and responsibilities  
• Maintains coordination with CRE & arriving unit  
• Provides offload teams & support equipment  
• Accepts aircraft loads from CRE at agreed location  
• Coordinates with CRE for return of unit's shoring and dunnage

# APOD Operations -- Offload Ramp Area (Cont)

- **Arriving Unit** responsibilities

Assist, as required, in unlashing and offloading equipment from aircraft

Retain shoring and dunnage for redeployment

Provide A/DACG copy of pax and cargo manifest

# APOD Operations

## -- Holding Area

- **A/DACG** operations and responsibilities

- A/DACG controls holding area

- Coordinates with CRE & arriving unit

- Releases aircraft load to arriving unit

- Coordinates move of unit pallets to unit marshaling areas

- May provide minor services (fuel, maintenance) for arriving unit vehicles

# APOD Operations

## -- Holding Area (Cont)

- **Arriving Unit** activities

Provides a liaison to A/DACG to facilitate processing of arriving unit plane loads

Assists A/DACG as required

Drives unit vehicles from holding area to unit marshaling area

Coordinates with movement control teams that may be operating in port area

# APOD Operations

## -- Unit Marshaling Area

- Arriving Unit activities

Install equipment that was removed for strategic deployment

Perform maintenance checks and refueling

Prepare and organize for movement (convoy, rail, airlift, inland water)

# APOD Operations -- Unit Marshaling Area

- Area Support Group (ASG) or other designated organization
  - May provide life support / services for deploying
- Movement Control Teams (MCTs)
  - Port & Area MCTs operate in APOD ops area
  - Assist units in onward movement
  - Coordinate & task for transportation assets required by deploying unit

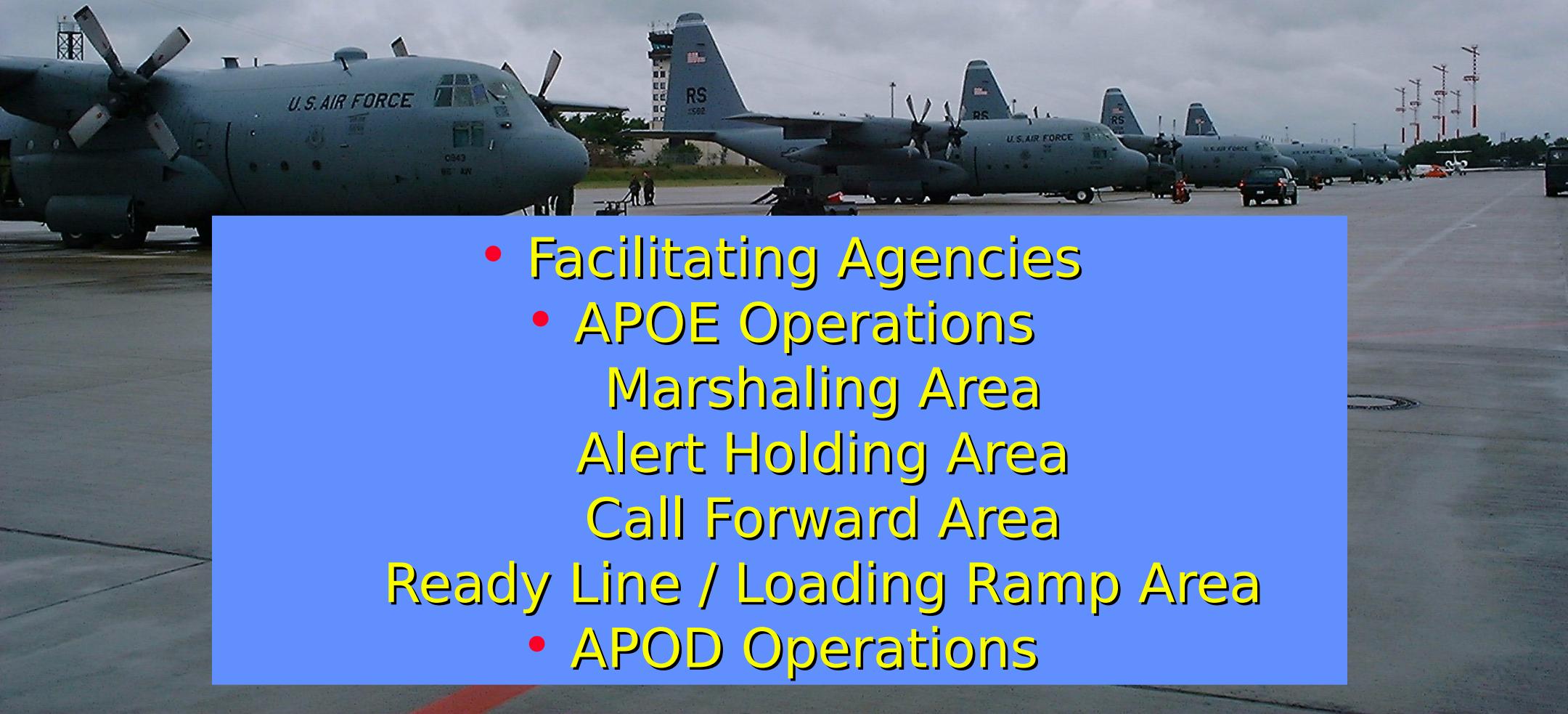
# APOD Operations -- UMO Considerations & Duties

- Develop unit plan for departing marshaling area based on higher hq's, ASCC & theater RSO&I plan. Unit may move equipment to railhead for onward movement to destination. Vehicles may convoy and soldiers move by bus.
- UMO coordinates move with MCT or other supporting movement organization
- UMO coordinates with ASG or other support units at operating railheads, bus transport, etc.

# APOD Operations -- UMO Considerations/Duties (Cont)

- **Bottom line**: UMO performs tasks & coordinate to move unit out of port area. May include: Preparing for convoy move (convoy requests), reorganizing unit for rail (load teams, vehicle reconfiguration) bus, or other modes
- Key consideration: Split UMO operations  
UMO arrives early to coordinate theater movements, alternate UMO supports APOE  
departure and arrives later in flow<sup>61</sup>

# Summary



- Facilitating Agencies
  - APOE Operations
    - Marshaling Area
    - Alert Holding Area
    - Call Forward Area
  - Ready Line / Loading Ramp Area
  - APOD Operations

# Questions?





# On Learnin g

# TAKE A BREAK!

